Next quarterly conference call is scheduled for October 5, 2006, at 1:00 PM. This August 10 conference call was intended to finish the discussion of items on the July 13 agenda.

The WebEX session was recorded and will be put on the DEHS website under the "Conference Call Minutes" section of "Documents".

Participants:

Aberdeen: Curt Smelley.

Albuquerque: No one.

Anchorage: Jeff Smith.

Bemidji: Diana Kuklinski, Casey Crump.

Billings: George Allen, Gary Carter, Jodee Dennison.

California: Martin Smith, Paul Young.

Nashville: Susan McCracken.

Navajo: Ken Secord.

Oklahoma: No one.

Phoenix: Mike Welch.

Portland: Al Knapp (partially).

Tucson: Mark Pike.

Environmental Health Support Center: Ron Zabrocki.

Rockville: Kelly Taylor, Staff Assistant Dora Old Elk, John Smart, Nancy Bill, Darren Buchanan, COSTEP Christine O'Leary.

Mysterious, unidentified "beeper" was also present on the call. Jeff??

Agenda Items:

1. **WebEHRS Priorities Demonstration/WebEHRS Workgroup Status**:
   This **topic began 2 Minutes 40 seconds into the call.** Darren Buchanan was gracious enough to re-do his demonstration of the priorities feature in WebEHRS

for us at a slower pace than he did on the last conference call. He and Kelly reiterated the implications of the priorities part of WebEHRS, as well as the purpose of WebEHRS and where DEHS is planning to go with it. In a nut shell, WebEHRS is a tool to help us demonstrate our effectiveness and to help us quantify need. It may take many years to get to a point where all the individual modules are tied together and support the EHS Program's mission and current strategic initiatives. We are currently setting the stage for realization of these future initiatives and are asking users for their recommendations. Mike Welch made an excellent recommendation on the call to include a common "facility" or "establishment" type to be used for different community-based activities.

Kelly reminded everybody about a document she presented and discussed at the DEHS Directors meeting in Nashville, TN, in March 2004, that was entitled, "What's Happening to WebEHRS? The Grand Plan". This document, though it is somewhat dated, still clearly outlines the direction and plans for WebEHRS. It will be sent out to Directors and placed on the soon-to-be-developed data systems webpage.

We will be creating a space on the DEHS website where data system status, new modules, end points, deadlines, workgroup members, policies, plans, information, etc. will be accessible by all. This should help make the changes in WebEHRS more transparent and understandable.

At 41 minutes into the call, Darren mentioned the new version of WebCident, which includes a patient safety component, will be launched September 8, 2006. He explained that there are three beta test sites right now. There will be an instructional video for safety officers included with the new launch.

Kelly brought up the EH GPRA measure at 42 minutes and 12 seconds into the call. She attempted to clarify how Areas should report on the FY 2006 measure. Earlier, she had asked each Area to add one more environmental health program's priorities into WebEHRS, but because that would exceed the original estimate by too much, GPRA coordinators suggested we use pilot sites instead. Darren already has 2 sites that volunteered to pilot the GPRA measure, but he could use 2 more. That way, only the pilot sites need to add additional programs into WebEHRS. The other Areas will just keep their one set of Area priorities in the system.

2. **Demonstration of HHS University's individual development plans: This topic began at 46 minutes and 30 seconds into the call.** Diana Kuklinski has been using the on-line courses at HHS University and wanted to show everyone how it works and how useful it is to her. Everyone is encouraged to check it out and try to improve their "soft" as well as "technical" skills without having to leave their office. For those of you that keep track, this relates to the 8th essential service, which is about providing a competent environmental health workforce.

3. **Strategic initiative wrap up status/when are we starting a new plan? This topic began 52 minutes 10 seconds into the call.** Kelly went over where we are with the wrap up of the current strategic plan and what Molly Patton's plans were for developing the final report. Molly hopes to have the first draft available by October 30. Once she gets back it the office, she will contact those who need to provide additional information to her. Kelly mentioned that we needed to start talking about timing for doing the next round of strategic planning. Ron Zabrocki reminded everybody that the prerequisite course, "Group Facilitation Methods", was scheduled for December 12 – 13, 2006, in Phoenix. The first presentation of the strategic planning course won't be scheduled until sometime in FY 2008, which makes it a long wait to start planning. Ron said we could probably schedule something earlier for our group, if we needed to. We could possibly have a strategic planning training at our next DEHS Director meeting in February or March 2007.

   Kelly asked the group to use the WebEX check marks or X's to show who was interested in attending the facilitation course in Phoenix and the strategic planning course at the next Directors meeting. Bemidji, Aberdeen, Portland, and California voted not to attend. Billings, EHSC, Nashville, Navajo, Phoenix, and Tucson voted to attend. Because this was a huge discussion item during the last DEHS Directors meeting and afterwards, Kelly asked those who indicated they didn't want to attend the courses, to explain their reasoning. One Area mentioned that it had to do with travel funds and another said they already had commitments for those dates. Another Area said that because they were sitting in for the Acting DEHS Director, they didn't want to vote for her. Another Area suggested that if HQ wants Areas to participate in HQ initiatives, then HQ should pay everyone's travel. Kelly mentioned that this was not simply a HQ initiative, but that it had broad implications for the entire existence of the EH program in IHS. If we cannot demonstrate that we have: a plan of action, goals, objectives, measures of accomplishments, success stories, and evaluations, then we run the risk of being deemed "ineffective" by OMB, the Department, IHS senior management, and tribal programs. This planning effort is essential to the program, and the training was initially agreed upon as a way to provide team-building to the group. Kelly said she would continue the discussion about the need for training in strategic planning and team-building activities. Maybe we can locate some on-line training in those topics for those who can't travel??

4. **Chapter 11: Once again, we got to this discussion with negative minutes available. This topic began 1 hour 3 minutes and 20 seconds into the call.** Kelly reminded everyone how we decided to revise this chapter of the Indian Health Manual. Because many of the Directors did not think we were ready to jump right into strategic planning, everyone agreed that revising this chapter would be a good first step. Many of the group had previously stated their lack of understanding of the roles of various players in Environmental Health. Because Chapter 11 defines everyone's roles and responsibilities in Environmental Health,

if we focused on reviewing and/or revising those roles, we would all have a better understanding of expectations. Kelly asked everyone who was interested, to please get their comments and suggestions about the Area, District, Field, and Tribal Environmental Health roles to her by August 31. She would get her comments and suggestions about the roles and responsibilities of HQ DEHS staff to the Directors by August 31. Then we would switch documents and review the others' work. From there, we would move on to the table of contents and decisions about how we want to proceed. Kelly agreed to send out a Word version of Chapter 11.

The call ended after 1 hour 8 minutes 41 seconds.